SOLICITATION/CONTRACTA OFFEROR TO COMPLE						1. REQUIS	ITION NUME	BER		PAGE 1 ()F	9
2. CONTRACT NO.	3. AWARD/EFFE		I. ORDER N			5. SOLICITATION NUMBER DABT63-02-T-0018				6. SOLICITATION ISSUE DATE 06-Feb-2002		
7. FOR SOLICITATION INFORMATION CALL	a. NAME	III I FR				b. TELEPH 520-533		ER (No Colle	ect Calls)	8. OFFER DU		
9. ISSUED BY CODE DABT63 DIRECTORATE OF CONTRACTING P.O. BOX 12748 FORT HUACHUCA AZ 85670-2748			10.	THIS ACQUISITION UNRESTRICTED SET ASIDE: X SMALL BUSINE SMALL DISAD	100% ESS)%FOR		LIVERY FOR NATION UNL IS MARKED E SCHEDUL a. THIS COM	IR FOB 12. DISCOUNT TE ILESS ED JLE DISCOUNT TE ILESS ED JLE DISCOUNT TE ILES ED TO THE ILES ED			
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TEL: FAX:				SIC: 7929 14. METHOD OF SOLICITAT X RFQ IFB				_	ION RFP			
15. DELIVER TO	CODE		16.	. ADMINISTERED BY					COI	DE		
SEE SCHEDUI	.E			SI	EE I	ГЕМ 9	1					
17 a. CONTRACTOR/ CODE OFFEROR	FACILIT CODE	Y	18	a. PAYMENT WILL B	E MAD	E BY			CO	DE		
TEL.	E IS DIFFERE	NT AND PUT	18	b. SUBMIT INVO	ICES :	TO ADDI	RESS SH	HOWN IN E	BLOCK 1	8 a. UNLE:	SS BL(OCK
SUCH ADDRESS IN OFFER			ВЕ	BELOW IS CHECKED SEE ADDENDUM								
19. ITEM NO. 2	20. SCHEDULE	SCHEE			+	21 QUAI	NIIIY	22. UNIT	23. UN	IIT PRICE	24. AN	<u>MOUN I</u>
25. ACCOUNTING AND APPROPRIATIO		JOHLL	JUL	· L					26. TOTA	AL AWARD A	MOUNT	
27 a. SOLICITATION INCORPORATE 27 b. CONTRACT/PURCHASE ORDE								ADDE	ADDE	ARE ARE	\sqcup_{A}	ARE NOT ATTACHED ITACHED
28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL S TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.				ETS SUBJECT [] (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:								
30 a. SIGNATURE OF OFFEROR.	CONTRACTO	·R		31 a. UNITED STAT	ES OF	AMERICA		(SIGNATUF	RE OF CONT	TRACTING OF	FICER)	
80 b. NAME AND TITLE OF SIGNER TYPE OR PRINT) 30 c. DATE SIGNED			SIGNED	31 b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) 31 c. DATE SIGNED					D			
32 a. QUANTITY IN COLUMN 21 HAS BEEN RECEIVED INSPECTED ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED				33. SHIP NUMBER 34. VOUCHER NUMBER 35. AMOUNT VE CORRECT F								
32 b. SIGNATURE OF AUTHORIZ REPRESENTATIVE	ED GOVT.	32 c. DATE		36. PAYMENT	IPLETE	PAR	RTIAL	FINAL	37. CHE	CK NUMBE	:R	
41 a LOERTIEV THIS ACCOUNT IS CO.	RECT AND DRO	DER FOR BAVA	IENIT	38. S/R ACCOUNT I	NUMBE	R 3	9. S/R VOI	JCHER NUM	IBER	40. PAID	BY	
41 a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT 41 b. SIGNATURE AND TITLE OF 41 c. DATE			-141	42a. RECEIVED BY (Print)								
CERTIFYING OFFICER			42b. RECEIVED AT	•								
				42c. DATE REC'D	2c. DATE REC'D (YY/MM/DD) 42d. TOTAL CONTAINERS							

SECTION SF 1449 CONTINUATION SHEET

ITEM NO SUPPLIES/SERVICES QUANTITY UNIT UNIT PRICE AMOUNT 0001 Hours

NON PERSONAL SERVICES

FFP - ROLE PLAYER FOR 112TH MILITARY INTELLIGENCE BRIGADE IN ACCORDANCE WITH ATTACHED STATEMENT OF WORK FOR THE 35E COURSE.

ADDITIONAL MARKINGS POC: CW3 ANDERSON (520) 533-4078

NET AMT

DELIVERY INFORMATION

CLINS DELIVERY DATE UNIT OF ISSUE QUANTITY FOB SHIP TO ADDRESS 0001 POP 06-FEB-02 TO Hours Dest. 31-DEC-02

CLAUSES INCORPORATED BY REFERENCE:

52.212-1	Instructions to OfferorsCommercial Items	OCT 2000
52.212-4	Contract Terms and ConditionsCommercial Items	DEC 2001
52.212-5	Contract Terms and Conditions Required to Implement Statutes or	DEC 2001
	Executive OrdersCommercial Items	

CLAUSES INCORPORATED BY FULL TEXT

BASIC PURCHASE AGREEMENT (BPA) INSTRUCTIONS

1. DESCRIPTION OF AGREEMENT:

THE VENDOR SHALL FURNISH THE FOLLOWING NON PERSONAL SERVICE IF AND WHEN REQUESTED BY THE CONTRACTING OFFICER OR HIS/HER AUTHORIZED REPRESENTATIVE. THESE SUPPLIES/SERVICES CONSIST OF:

SERVICES AS A ROLE PLAYER PER ATTACHED STATEMENT OF WORK

2. EXTENT OF OBLIGATION:

THE GOVERNMENT IS OBLIGATED ONLY TO THE EXTENT OF AUTHORIZED CALLS ACTUALLY PLACED AGAINST THIS BLANKET PURCHASE AGREEMENT.

3. PRICING:

THE PRICING CHARGED TO THE GOVERNMENT SHALL BE AS REFLECTED IN THE BLANKET PURCHASE AGREEMENT.

4. PURCHASE LIMITATIONS:

INDIVIDUAL CALLS PLACED UNDER THIS BLANKET PURCHASE AGREEMENT SHALL NOT EXCEED ONE YEAR PERIOD OF PERFORMANCE PER CALL.

5. INDIVIDUALS AUTHORIZED TO PLACE CALLS:

WHEN GOVERNMENT REQUIREMENTS ARISE, ONLY U.S. ARMY GARRISON FORT HUACHUCA DIRECTORATE OF CONTRACTING PERSONNEL ARE AUTHORIZED TO PLACE CALLS AGAINST THIS AGREEMENT. IF THE VENDOR RECEIVES A CALL FROM OTHER PERSONNEL NOT LISTED, THE VENDOR SHALL NOT ACCEPT THE CALL.

A. CONTRACTING OFFICERS

GLORIA GOLDEN BILL WHERRY

B. PURCHASING AGENTS/CONTRACT SPECIALISTS:

VIRGINIA J. MILLER, CONTRACT SPECIALIST RUBEN ROMERO, PURCHASING AGENT EVA AVANT, PURCHASING AGENT

6. DELIVERY TICKETS/TIME:

- A. DELIVERY SHALL BE ACCOMPLISHED WITHIN TEN (10) DAYS AFTER THE CALL IS PLACED. THIS PERIOD SHALL NOT BE EXCEEDED UNLESS SPECIFICALLY AUTHORIZED BY THE CONTRACTING OFFICER OR HIS/HER AUTHORIZED REPRESENTATIVE, AT THE TIME THE CALL IS PLACED.
- B. ALL SERVICES UNDER THIS AGREEMENT SHALL BE ACCOMPANIED BY AN INVOICE(S) WHICH SHALL CONTAIN THE FOLLOWING MINIMUM INFORMATION:
 - (1) NAME OF SUPPLIER
 - (2) BLANKET PURCHASE AGREEMENT NUMBER
 - (3) CALL NUMBER
 - (4) DATE OF CALL
 - (5) ITEMIZED LIST OF SERVICES
 - (6) QUANTITY, UNIT PRICE AND EXTENSION OF EACH ITEM (UNIT PRICES AND EXTENSION NEED NOT BE SHOWN WHEN INCOMPATIBLE WITH THE USE OF AUTOMATED SYSTEMS, PROVIDED, THAT THE INVOICE IS ITEMIZED TO SHOW THIS INFORMATION: AND
 - (7) DATE OF SERVICES.
- 7. INVOICE/METHOD OF PAYMENT/BILLING PERIOD:

A. A SUMMARY INVOICE SHALL BE SUBMITTED MONTHLY OR UPON EXPIRATION OF THE BLANKET PURCHASE AGREEMENT FOR ALL SERVICES MADE DURING THAT CALL'S BILLING PERIOD, IDENTIFYING THE ITEMIZED SERVICES COVERED THEREIN, STATING THEIR TOTAL DOLLAR VALUE, AND SUPPORTED BY ANY ADDITIONAL COPIES OF THE REFLECTED SERVICES.

PAYMENT OF INVOICES ARE TO BE FURNISHED BY SUBMISSION TO THE FINANCE AND ACCOUNTING OFFICE AS FOLLOWS: VENDOR PAY BRANCH, ATTN: DFAS-SS-FPV, 400 GIGLING ROAD, SEASIDE, CALIFORNIA 93955-6771. (PHONE: 800-582-8780). THE PAYMENT TERMS SHALL BE INDICATED IN EACH CALL ORDER.

If you have any questions, please call (520) 533-2638. For submission of response to solicitation, please hand carry, email <u>virginia.miller@hua.army.mil</u>, or fax (520) 533-1426.

Please read the following document in its entirety. Fill out the initial questions regarding your Central Contractor Registration status. Then read the source selection information.

COMPLETE COMPANY NAME & ADDRESS:
PHONE NUMBER:
CCR (CENTRAL CONTRACTOR REGISTRATION) YES/NO(www.ccr.gov)
DUNS AND BRADSTREET NUMBER:
FEDERAL TAX ID NUMBER:
CAGE CODE NUMBER:
xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx

Source Selection Information:

PLEASE READ THE SOURCE SELECTION INFORMATION:

A panel shall be convened to review all solicitation at the end of every month for the duration of this solicitation. The panel shall be made up of contracting personnel and management personnel from 112th Military Intelligence Brigade. This panel shall review all solicitation submissions with regard to the following criteria:

Evaluation Criteria: The completed offer, including the resume of the contractor personnel, will be evaluated against three evaluation criteria. They are 1) **past experience**, 2) **past performance**, and 3) **price**. These three criteria are listed in descending order of importance. Past experience will be rated against the following standards: The rating standards are **Superior** - - Personnel with full military or civilian career in CI. **Excellent** - - Personnel who have some part of their past career experience in CI. **Very Good** - Personnel with CI related Military Intelligence experience. **Good** - Personnel with prior CI role player experience. **Satisfactory** - Personnel with

general military experience. **Minimally Acceptable** – Personnel without any specific related CI or MI or military experience, but who are available for various hours of work. The resume for the role player is the primary method for the offeror to demonstrate his/her past experience, which will show their capability to perform this work in a highly qualified manner.

<u>Past Performance</u>: To fulfill the past performance portion of this solicitation, it will required for the offeror to submit three written letters of reference pertaining to work history, along with the solicitation submission.

Availability/Flexibility of Hours: There may be some hours that are required during the evening, weekend or nighttime hours. A written statement of availability for these times is required along with the solicitation submission.

Price: Competitive evaluation shall be performed on the basis of the solicitation submission. The evaluation of all factors other than cost or pricing information, when combined, are significantly more important than the pricing.

The Contracting Officer will make the final decision on selections for role player positions from this solicitation.

Awards from this solicitation will be in the form of a Blanket Purchase Agreement. When the need arises, a call order will be placed against the available Agreements in a stable rotating fashion.

STATEMENT OF WORK 5 March 2001 ROLE PLAYER 35E COUNTERINTELLIGENCE OFFICER A COMPANY, 304TH MILITARY INTELLIGENCE BATTALION

SECTION C. DESCRIPTION/SPECIFICATION/WORK STATEMENT

C.1. Scope

C.1.1. Contractor shall provide non-personal services as role player/instructor, in support of Counterintelligence Officer Course conducted by A Company, 304th MI Battalion, 112th MI Brigade, U.S. Army Intelligence Center & Fort Huachuca (USAIC&FH), Fort Huachuca, Arizona.

C.2. Government Provided Materials/Training.

- C.2.1. All reference material and documents required to research and prepare and conduct training will be provided by the Government.
- C.2.2. The Government will provide all forms and refresher training needed to comply with this contract.
- C.2.3. All applicable regulations, implementing/supplementing instructions, and standing operating procedures of the Department of Defense (DOD), Department of the Army (DA) and the USAIC&FH regarding standards of performance, conduct and appearance will be provided by the Government.

C.3. General/Technical Contract Requirements.

C.3.1. Contractor shall realistically, accurately and convincingly portray human intelligence and Counterintelligence sources in a variety of role playing scenarios requiring contractor to:

- C.3.1.1. Memorize critical data contained in each role.
- C.3.1.2. Be Sufficiently familiar with each role so as to portray assigned roles with little reliance on, or referral to, the role script.
- C.3.1.3. Convey information and data in response to students' correct and proper interview skills, questioning and/or elicitation techniques, while simultaneously completing Student Evaluation Sheet, in accordance, in accordance with Government provided references, procedures and forms (see Note 1).
- C.3.1.4. Conduct post role verbal critique, retraining and complete a written evaluation of students' performance in accordance with Government provided references, procedures and forms (see Note 1).
- C.3.1.5. Schedules are subject to change and the contractor shall be available to meet any schedule revision upon two working days' notice of such changes. Work schedule will be determined on a per course basis.
- C.3.1.6. Monthly status/feedback reports shall be prepared by the contractor's Program Manager and submitted to the designated A Company or 304th MI Battalion representatives. These representatives will instruct the contractor on format.
- C.3.1.7. Contractor's Program Manager is responsible for notifying, in writing, designated A Company or 304th MI Battalion representatives and the Installation Contracting Office when 80% of the contract hours have been expended.
- C.3.2.4. Contractor shall be physically capable of fulfilling all role player requirements delineated in this statement of work.

C.4. Quality Assurance.

- C.4.1. Contractor shall strictly adhere to all applicable regulations, implementing/supplementing instructions, and standing operating procedures of the DOD, DA and USAIC&FH regarding conduct and appearance throughout the life of this contract.
- C.4.2. Contractors shall receive feedback on performance from evaluations and inspections by designated representatives of A Company, 304th MI Battalion, as well as, student evaluations and comments. Failure to correct any adverse findings resulting from such comments/evaluations/inspections or failure to deliver all services described in this contract, may result in non-acceptance of the service by the Government.
- C.4.3. Contractor employees shall be required to provide a minimum of two working days' notice to designated representatives of A Company, 304th MI Battalion, whenever he/she cannot fulfill scheduled contract obligations because of scheduled responsibilities and/or medical appointments. Additionally, designated A Company, 304th MI Battalion representatives shall be notified at the earliest possible time in the case of sudden illness or other medical and/or family emergencies.
 - C.4.4. The government retains the right to all items the contract employees develop.

MINIMUM QUALIFICATIONS

Previous experience as a Counterintelligence Agent, Commissioned Officer, Warrant Officer or Senior NCO is highly preferred. If this qualification can not be met, then at a minimum applicant must of prior experience as a role player. All applicants must possess interpersonal skills to effectively communicate with the students.

Contractor employees must express him/herself in English and meet oral and written grammatical guidelines in DA PAM 600-67.

All contractor employees must be U.S. citizens.

NOTE 1: All actions concerning the passing, failing or retesting of any soldier is the decision of the 35E Faculty.

52.212-5 CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS-COMMERCIAL ITEMS (MAY 2001)

- (a) The Contractor shall comply with the following FAR clauses, which are incorporated in this contract by reference, to implement provisions of law or executive orders applicable to acquisitions of commercial items:
- (1) 52.222-3, Convict Labor (E.O. 11755).
- (2) 52.233-3, Protest after Award (31 U.S.C. 3553).

(b) The Contractor shall comply with the FAR clauses in this paragraph (b) that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items or components: (Contracting Officer shall check as appropriate). ____(1) 52.203-6, Restrictions on Subcontractor Sales to the Government, with Alternate (41 U.S.C. 253g and 10 U.S.C. 2402). (2) 52.219-3, Notice of HUBZone Small Business Set-Aside (Jan 1999). (3) 52.219-3, Notice of Price Evaluation Preference for HUBZone Small Business Concerns (Jan 1999) (if the offeror elects to waive the preference, it shall so indicate in its offer). (4) (i.) 52.219-5, Very Small Business Set-Aside (Pub. L. 103-403, section 304, Small Business Reauthorization and Amendments Act of 1994). ___ (ii) Alternate I to 52.219-5. __ (iii) Alternate II to 52.219-5. __ (5) 52.219-8, Utilization of Small Business Concerns (15 U.S.C. 637 (d)(2) and (3)). ____ (6) 52.219-9, Small Business Subcontracting Plan (15 U.S.C. 637 (d) (4)). (7) 52.219-14, Limitations on Subcontracting (15 U.S.C. 637(a)(14)). (8) (i.) 52.219-23, Notice of Price Evaluation Adjustment for Small Disadvantaged Concerns (Pub. L. 103-355, section 7102, and 10 U.S.C. 2323) (if the offeror elects to waive the adjustment, it shall so indicate in its offer). _ (ii) Alternate I of 52.219-23. (9) 52.219-25, Small Disadvantaged Business Participation Program--Disadvantaged Status and Reporting (Pub. L. 103-355, section 7102, and 10 U.S.C. 2323). (10) 52.219-26, Small Disadvantaged Business Participation Program--Incentive Subcontracting (Pub. L. 103-355, section 7102, and 10 U.S.C. 2323). ____ (11) 52.222-21, Prohibition of Segregated Facilities (Feb 1999). __(12) 52.222-26, Equal Opportunity (E.O. 11246). (13) 52.222-35, Affirmative Action for Disabled Veterans and Veterans of the Vietnam Era (38 U.S.C. 4212). (14) 52.222-36, Affirmative Action for Workers with Disabilities (29 U.S.C. 793). (15) 52.222-37, Employment Reports on Disabled Veterans of the Vietnam Era (38 U.S.C. 4212). (16) 52.222-19, Child Labor--Cooperation with Authorities and Remedies (E.O. 13126). __ (17) (i.) 52.223-9, Estimate of Percentage of Recovered Material Content for EPA-Designated Products (42 U.S.C. 6962 (c)(3)(A)(ii)). (ii) Alternate I of 52.223-9 (42 U.S.C. 6962(i.)(2)(C)).

____ (18) 52.225-1, Buy American Act--Balance of Payments Program--Supplies (41 U.S.C. 10a-10d).

(19)(1.) 52.225-3, Buy American ActNorth American Free Trade AgreementIsraeli Trade ActBalance of Payments Program (41 U.S.C. 10a-10d, 19 U.S.C. 3301 note, 19 U.S.C. 2112 note).
(ii) Alternate I of 52.225-3.
(iii) Alternate II of 52.225-3.
(20) 52.225-5, Trade Agreements (19 U.S.C. 2501, et seq., 19 U.S.C. 3301 note).
(21) 52.225-13, Restriction on Certain Foreign Purchases (E.O. 12722, 12724, 13059, 13067, 13121, and 13129).
(22) 52.225-15, Sanctioned European Union Country End Products (E.O. 12849).
(23) 52.225-16, Sanctioned European Union Country Services (E.O. 12849).
(24) 52.232-33, Payment by Electronic Funds TransferCentral Contractor Registration (31 U.S.C. 3332).
(25) 52.232-34, Payment by Electronic Funds TransferOther than Central Contractor Registration (31 U.S.C. 3332).
(26) 52.232-36, Payment by Third Party (31 U.S.C. 3332).
(27) 52.239-1, Privacy or Security Safeguards (5 U.S.C. 552a).
(28) 52.247-64, Preference for Privately Owned U.SFlag Commercial Vessels (46 U.S.C. 1241).
(c) The Contractor shall comply with the FAR clauses in this paragraph (c), applicable to commercial services, which the Contracting Officer h indicated as being incorporated in this contract by reference to implement provisions of law or executive orders applicable to acquisitions of commercial items or components:
(Contracting Officer check as appropriate).
(1) 52.222-41, Service Contract Act of 1965, As amended (41 U.S.C. 351, et. seq.).
(2) 52.222-42, Statement of Equivalent Rates for Federal Hires (29 U.S.C. 206 and 41 U.S.C. 351, et. seq.).
(3) 52.222-43, Fair Labor Standards Act and Service Contract Act Price Adjustment (Multiple Year and Option Contracts) (29 U.S.C. 20 and 41 U.S.C. 351, et. seq.).
(4) 52.222-44, Fair Labor Standards Act and Service Contract Act - Price Adjustment (29 U.S.C. 206 and 41 U.S.C. 351, et. seq.).
(5) 52.222-47, SCA Minimum Wages and Fringe Benefits Applicable to Successor Contract Pursuant to Predecessor Contractor Collective Bargaining Agreement (CBA) (41 U.S.C. 351, et. seq.).
(d) Comptroller General Examination of Record. The Contractor shall comply with the provisions of this paragraph (d) if this contract was awarded using other than sealed bid, is in excess of the simplified acquisition threshold, and does not contain the clause at 52.215-2, Audit and Records Negotiation.
(1) The comptroller General of the United States, or an authorized representative of the Comptroller General, shall have access to and right to examine any of the Contractor's directly pertinent records involving transactions related to this contract.

52.212-2 EVALUATION--COMMERCIAL ITEMS (JAN 1999)

(a) The Government will award a contract resulting from this solicitation to the responsible offeror whose offer conforming to the solicitation will be most advantageous to the Government, price and other factors considered. The following factors shall be used to evaluate offers:

(Contracting Officer shall insert the significant evaluation factors, such as (i) technical capability of the item offered to meet the Government requirement; (ii) price; (iii) past performance (see FAR 15.304); (iv) small disadvantaged business participation; and include them in the relative order of importance of the evaluation factors, such as in descending order of importance.) BEST VALUE: PAST EXPERIENCE, PAST PERFORMANCE AND PRICE.

Technical and past performance, when combined, are MORE IMPORTANT. (Contracting Officer state, in accordance with FAR 15.304, the relative importance of all other evaluation factors, when combined, when compared to price.)

- (b) Options. The Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. The Government may determine that an offer is unacceptable if the option prices are significantly unbalanced. Evaluation of options shall not obligate the Government to exercise the option(s).
- (c) A written notice of award or acceptance of an offer, mailed or otherwise furnished to the successful offeror within the time for acceptance specified in the offer, shall result in a binding contract without further action by either party. Before the offer's specified expiration time, the Government may accept an offer (or part of an offer), whether or not there are negotiations after its receipt, unless a written notice of withdrawal is received before award.

(End of clause)